

Mandatory Cybersecurity Training

It is a priority of the state universities to educate its workforce on industry best practices relative to cybersecurity.

All unit members are required to complete a cybersecurity training course within thirty (30) days of being hired and annually thereafter. Annual cybersecurity training shall be completed within thirty (30) days of a university's cybersecurity campaign launch. In addition to the annual cybersecurity training course, unit members shall participate in cybersecurity training exercises, as well as simulated phishing campaigns. Remedial cybersecurity training may be required of unit members as necessary, and at the sole discretion of a university, in response to a cybersecurity incident and/or a unit member's performance during a cybersecurity training exercise or simulated phishing campaign.

Completion of annual cybersecurity annual training should be considered a mandatory responsibility of a unit member's position. In the event a unit member fails to complete the annual cybersecurity training, the Association Chapter President will be informed of its member's non-compliance and the Association will encourage the unit member to complete such annual training within seven (7) business days of notification of non-compliance to the unit member and the Association Chapter President.

A full-time and salaried part-time unit member's continued failure to complete annual cybersecurity training after receiving notification of non-compliance and being provided with seven (7) days to complete such training will result in a formal warning through the issuance of Official Personnel Correspondence. A full-time and salaried part-time unit member's subsequent continued failure to complete such annual cybersecurity training may result in progressive discipline and/or removal from access to the University's electronic systems until such training is completed. A University shall be permitted to place a part-time unit member on an unpaid leave of absence until they have completed any and all mandatory cybersecurity training. A part-time unit member's continued failure to timely complete mandatory cybersecurity, after having received notification of non-compliance, may result in termination of employment and/or a restriction from future employment.